

TO: All stations

FROM: Tak Kako--Program Manager

SUBJECT: Script Exchange

March 16, 1948

In going over the accumulated correspondence to the Program Dept., I have found that a great majority of the letters are concerned with the problem of scripts. In order to save time, I am using this method to answer most of the letters and also to inform other interested stations about the script situation.

I believe I have been able to work out a system for distributing scripts. It is not the most satisfactory method, but is the most practical method at the present time, and I think it will do the job.

Scripts will be distributed on a library system. They will be lent out to the stations for a specified period of time--probably two or three weeks. Only a single copy will be sent, for we have no facilities for duplicating quantities. It will be up to each station to make up enough copies for its own use. The master copy must be returned to NY within the specified period of time. If the scripts are not returned, a fine of \$10 or \$15 will be assessed. This is necessary since it will not be possible to replace many of the scripts if they are lost.

I think this system will work but first, we must have scripts. There are only a few in the NYO now. Therefore please send all available scripts immediately. Each script must also be accompanied by a statement releasing the script for performance on IBS stations or a note stating where the release can be obtained. A catalogue of scripts available and final details on how to get the scripts will be available and will be sent out in about two weeks.

Let's get the scripts into the NYO right away. The only way to get a Program department started is to start.

Tak

in going over the accumulated correspondence to the program department. I have found that a great majority of the letters are concerned with the problem of scripts. In order to save time, I am raising this question to answer most of the letters and also to inform other interested stations about the script situation.

I believe I have been able to work out a system for distributing scripts. It is not the most satisfactory method, but as the most practical method at the present time, and I think it will do the job.

Scripts will be distributed on a library system. They will be loaned out to the stations for a specified period of time--probably two or three weeks. Only a single copy will be sent, for we have no facilities for duplicating quantities. It will be up to each station to make as many copies as it needs for its own use. The master copy must be returned to NY within the specified period of time. If the scripts are not returned, a fine of \$10 or \$25 will be assessed. This is necessary since it will not be possible to replace many of the scripts if they are lost.

I think this system will work but first, we must have scripts. There are only a few in the NYO now. Therefore please send all available scripts immediately. Each script must also be accompanied by a statement releasing the script for performance on CBS stations. A statement where the release can be obtained. A release of scripts available and final details on how to get the scripts will be available and will be sent out in about two weeks.

Let's get the scripts into the NYO right away. The only way to get a program department started is to start.